

COST QUOTATION

**RFQ No. 74204
Professional/Technical Support
Raven Rock Mountain Complex – Site R**

Prepared for:

Gov. Works/Department of the Interior
Procurement Operations Branch, MS 2510
381 Elden Street
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Submitted by:

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AARCHER COST QUOTATION

RFQ No. 74204 **Professional/Technical Support for** **Raven Rock Mountain Complex – Site R**

Offeror: Aarcher, Inc. [Aarcher Contract Administrator: Craig Schwartz, 410.280.8545]

GSA Schedule Contract Number: GS-10F-0451M

Tax identification number (TIN): 52-2062782

Dun & Bradstreet Number (DUNS): 008184819

Time and Expense Management

Aarcher has successfully operated under firm fixed price (FFP), time and materials (T&M), and cost reimbursable contracts. We have developed the systems and staff necessary to accurately record time and expenses incurred for any project, task, or subtask. Our full-time Controller is an accountant and is tasked to ensure quality for all time and expense data.

When specific T&M tasks are assigned, Aarcher will prepare and submit a task-specific work plan, which will include specific assigned individuals, their associated labor categories and rates, any anticipated other direct costs, and the number of anticipated hours (by labor category) to complete the task.

If Site R requests FFP quotes for any specific task, Aarcher will prepare and submit a work plan and staffing plan, including any necessary assumptions, along with a breakdown of subtasks and proposed hours by category. Aarcher and its subcontractors will use the labor rates in this proposal when calculating any FFP quotes.

Our personnel and managers adhere to strict time and expense tracking procedures. Projects are assigned billing numbers immediately upon award and are formally assigned to a Project Manager with the authority to control labor and other direct costs billed to their projects.

All expenses incurred by our employees, such as travel or purchased site data, is recorded on hardcopy forms and submitted to Aarcher's Controller for review, approval, recording, and repayment. Employees identify the Project Billing Code for all expenses directly related to a particular project. All expense vouchers are reviewed and approved by the Project Manager before they are paid.

All employees record time spent on projects daily. Project Managers review timesheet data to ensure that all time spent on projects is appropriate and authorized. After approval, the data is entered into our accounting database for use in billing and time tracking. Our stringent time and expense tracking procedures ensure that projects are completed within budget and that invoices are accurate and on time.

Our ability to control costs is best demonstrated by a recent Dun & Bradstreet Past Performance Evaluation (PPE). Aarcher scored well above industry averages in all categories and received a score of 1.00 for Total Cost, with 5.0 equaling "below expectations" and 1.0 equaling "exceeds all expectations." Dun & Bradstreet contacted all of Aarcher's clients from its three regional offices to compile this data.

Assumptions

Task 5 – HMMP/HSMS

Since the implementation of HSMS requires specialized expertise and involves a surge effort to achieve, the Aarcher Team would be required to use a team of individuals from our Alexandria, VA; Newport News, VA; Pittsburgh, PA; and Annapolis, MD offices. Individuals will be assigned temporarily for various aspects of the work, depending on availability and the skills required for the each task.

Contract Type

Aarcher understands and assumes that the anticipated contract will be T&M. We are prepared to provide FFP proposals for specific tasks, using the labor rates included in this proposal, as they are assigned. We believe that this option provides Site R with more flexibility and the ability to project costs more accurately.

GSA LABOR RATES

Following are a complete list of Aarcher's and JJMA's GSA schedule labor categories. We anticipate primarily using the labor categories in **bold** for the work included in the scope of services.

Discounts were initially offered to GSA and are included in these rates, and Aarcher has elected to apply additional discounts to its rates for certain labor categories that are expected to be used extensively on any resulting contract. This additional discount has been applied to the labor rates in the following tables.

Aarcher GSA Labor Category	Discount Applied	Base Year	Option Yr 1	Option Yr 2	Option Yr 3
Program Manager		\$ 110.02	\$ 114.42	\$ 119.00	\$ 123.76
Project Manager	10%	\$ 80.43	\$ 83.65	\$ 86.99	\$ 90.48
Industrial Hygienist		\$ 122.10	\$ 126.98	\$ 132.06	\$ 137.34
Environmental Manager	10%	\$ 83.56	\$ 86.90	\$ 90.38	\$ 93.99
Compliance Specialist, Senior		\$ 75.67	\$ 78.70	\$ 81.85	\$ 85.12
Compliance Specialist	5%	\$ 58.32	\$ 60.66	\$ 63.08	\$ 65.61
Compliance Specialist, Junior		\$ 50.23	\$ 52.24	\$ 54.33	\$ 56.50
Historic Preservationist		\$ 69.76	\$ 72.55	\$ 75.46	\$ 78.47
Environmental Scientist, Senior		\$ 104.66	\$ 108.84	\$ 113.20	\$ 117.72
Environmental Scientist	3%	\$ 76.47	\$ 79.54	\$ 82.72	\$ 86.03
Environmental Scientist, Junior		\$ 53.02	\$ 55.14	\$ 57.35	\$ 59.64
Environmental Engineer, Senior		\$ 108.68	\$ 113.03	\$ 117.55	\$ 122.25
Environmental Engineer		\$ 72.56	\$ 75.46	\$ 78.48	\$ 81.62
Environmental Engineer, Junior		\$ 46.05	\$ 47.89	\$ 49.81	\$ 51.80
CERCLA Liability Specialist, Senior		\$ 85.11	\$ 88.52	\$ 92.06	\$ 95.74
CERCLA Liability Specialist		\$ 64.19	\$ 66.76	\$ 69.43	\$ 72.20
Administrative/Clerical	10%	\$ 32.66	\$ 33.97	\$ 35.33	\$ 36.74

G&A applied to all non-labor: 6%
Fee applied to all non-labor: 3%

Aarcher Team Technical Proposal in Response to RFQ No. 74204
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JJMA GSA Labor Category	Discount Applied	Base Year*	Option Yr 1*	Option Yr 2*	Option Yr 3*
Technical Director	Included	\$ 157.17	\$ 164.24	\$ 171.63	\$ 179.35
Project Manager	Included	\$ 113.41	\$ 118.52	\$ 123.85	\$ 129.42
Senior Environmental Engineer	Included	\$ 94.51	\$ 98.77	\$ 103.21	\$ 107.86
Environmental Engineer L1	Included	\$ 75.71	\$ 79.12	\$ 82.68	\$ 86.40
Environmental Engineer L2	Included	\$ 59.52	\$ 62.20	\$ 65.00	\$ 67.93
Sr. Industrial Hygienist/Occupational Health and Safety Specialist	Included	\$ 91.08	\$ 95.18	\$ 99.46	\$ 103.94
Industrial Hygienist/Occupational Health and Safety Specialist L1	Included	\$ 48.93	\$ 51.13	\$ 53.43	\$ 55.84
Industrial Hygienist/Occupational Health and Safety Specialist L2	Included	\$ 40.58	\$ 42.41	\$ 44.32	\$ 46.31
Senior Environmental Scientist	Included	\$ 86.38	\$ 90.27	\$ 94.33	\$ 98.58
Environmental Scientist L1	Included	\$ 58.43	\$ 61.06	\$ 63.81	\$ 66.68
Environmental Scientist L2	Included	\$ 48.74	\$ 50.94	\$ 53.23	\$ 55.63
Senior Engineer	Included	\$ 102.06	\$ 106.65	\$ 111.45	\$ 116.46
Engineer L1	Included	\$ 69.26	\$ 72.38	\$ 75.63	\$ 79.04
Engineer L2	Included	\$ 59.51	\$ 62.19	\$ 64.99	\$ 67.92
Sr. Computer Analyst	Included	\$ 82.01	\$ 85.70	\$ 89.56	\$ 93.59
Computer Analyst L1	Included	\$ 59.86	\$ 62.56	\$ 65.37	\$ 68.31
Computer Analyst L2	Included	\$ 37.27	\$ 38.94	\$ 40.70	\$ 42.53
Sr. Analyst	Included	\$ 97.01	\$ 101.38	\$ 105.94	\$ 110.70
Analyst L1	Included	\$ 47.82	\$ 49.97	\$ 52.22	\$ 54.57
Analyst L2	Included	\$ 41.52	\$ 43.39	\$ 45.34	\$ 47.38
Senior Environmental/Occupational Training Specialist	Included	\$ 101.71	\$ 106.28	\$ 111.07	\$ 116.07
Environmental/Occupational Training Specialist L1	Included	\$ 58.01	\$ 60.62	\$ 63.35	\$ 66.20
Environmental/Occupational Training Specialist L2	Included	\$ 47.44	\$ 49.57	\$ 51.80	\$ 54.13
Supply Technician-HSMS/HICS Operator	Included	\$ 36.05	\$ 37.67	\$ 39.36	\$ 41.13
Material Expediter	Included	\$ 46.07	\$ 48.15	\$ 50.31	\$ 52.58
Forklift Operator	Included	\$ 40.46	\$ 42.28	\$ 44.18	\$ 46.17
Warehouse Specialist	Included	\$ 40.46	\$ 42.28	\$ 44.18	\$ 46.17
Direct Program Support	Included	\$ 63.59	\$ 66.45	\$ 69.44	\$ 72.57
Administrative Assistant	Included	\$ 36.85	\$ 38.51	\$ 40.24	\$ 42.06
Word Processor/Data Entry	Included	\$ 35.49	\$ 37.09	\$ 38.76	\$ 40.50

* Includes Aarcher subcontractor loading